

ATTACHMENT

- A. Core Training for all Personnel Careerists:
 - 1. Skills Development Training within OP
 - 2. Intelligence and World Affairs Course (at EOD)
 - 3. Performance Appraisal
 - 4. Support Services Trends and Highlights
 - 5. Writing Workshop
 - 6. Civil Service Commission Courses in Personnel
- B. Core Training for Professional Careerists GS-07 through GS-12:
 - 1. Fundamentals of Supervision and Management
 - 2. Managerial Grid
 - 3. Planning and Control of Work
 - 4. Reading Improvement
 - 5. ADP Orientation
 - *6. Training at Academic Institutions
 - *7. Participation at Professional Conferences and Seminars
- C. Additional Training Recommended for Careerists GS-13 through GS-15:
 - 1. Midcareer Course (for GS-12's and GS-13's)
 - 2. Management Science for Intelligence
 - 3. Advanced Intelligence Seminar
 - 4. Updated Training at Academic Institutions

ATTACHMENT (continued)

5. Executive Development Management Programs at Academic Institutions
 6. Participation at Professional Conferences and Seminars (Institute for Public Executives, Univ. of Wisconsin, ASPA, and SPA)
 7. King's Point Seminars
- D. Additional Training Recommended for Careerists above GS-15:
1. Federal Executive Institute or Brookings Institute
 2. Senior Seminar
 3. Participation at Professional Conferences and Seminars